



CENTRAL TEXAS REGIONAL
MOBILITY AUTHORITY

March 30, 2022
AGENDA ITEM #2

Approve the minutes from the
February 23, 2022 Regular Board
Meeting and March 4-5, 2022 Board
Workshop

Strategic Plan Relevance: Regional Mobility
Department: Legal
Contact: Geoff Petrov, General Counsel
Associated Costs: N/A
Funding Source: N/A
Action Requested: Consider and act on motion to approve minutes

Description/Background: Approve the attached draft minutes for the February 23, 2022, Regular Board Meeting and March 4-5, 2022 Board Workshop.

Backup provided: Draft minutes

MINUTES
Regular Meeting of the Board of
Directors of the
CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY
Wednesday, February 23, 2022
9:00 a.m.

This was an in person and telephone conference call meeting. Notice of the meeting was posted February 18, 2022 online on the website of the Mobility Authority and in the Mobility Authority's office lobby at 3300 N. Interstate 35, #300, Austin, Texas 78705-1849. Chairman Jenkins and Board Members David Singleton, Heather Gaddes and Jay Blazek Crossley* were present in the Lebermann Board Room. Board Members David Armbrust and Nikelle Meade participated on the telephone conference call.

**An archived copy of the live-streamed audio of this
meeting is available at:**

<https://mobilityauthority.swagit.com/play/02242022-679>

After noting that a quorum of the Board was present, Chairman Jenkins called the meeting to order at 9:03 a.m. and had each Board Member who called in state their name for the record and confirm that they could both hear and be heard by all other attendees that were present in-person or on the phone.

1. Welcome and opportunity for public comment.
2. Recognition of John Langmore's service to the Central Texas Regional Mobility Authority.

Chairman Jenkins recognized John Langmore for his service to the community of Central Texas while serving on the Mobility Authority Board and presented him with a resolution for his service.

3. Welcome newly appointed Board Member and administer the oath of office.

Chairman Jenkins introduced Jay Blazek Crossley, the new Board Member appointed by Travis County to replace John Langmore, and administered the oath of office.

Consent Agenda

4. Approve the minutes from the January 26, 2022 Regular Board Meeting.
5. Prohibit the operation of certain vehicles on Mobility Authority toll facilities pursuant to the Habitual Violator Program.

ADOPTED AS: **RESOLUTION NO. 22-006**

MOTION: Approve Item Nos. 4 and 5.
RESULT: Approved (Unanimous); 6-0
MOTION: David Singleton
SECONDED BY: Heather Gaddes
AYE: Armbrust, Crossley, Gaddes, Jenkins, Meade, Singleton
NAY: None.

Regular Items

6. Accept the financial statements for January 2022.

Presentation by Jose Hernandez, Chief Financial Officer and Mary Temple, Controller.

ADOPTED AS: **RESOLUTION NO. 22-007**

MOTION: Accept the financial statements for January 2022.
RESULT: Approved (Unanimous); 6-0
MOTION: David Armbrust
SECONDED BY: Heather Gaddes
AYE: Armbrust, Crossley, Gaddes, Jenkins, Meade, Singleton
NAY: None.

7. Discuss and consider approving Supplement No. 4 to Work Authorization No. 13 with Kapsch TrafficCom USA Inc. for fiber optic infrastructure related to the 183 South Project.

Presentation by Greg Mack, Assistant Director of IT and Toll Systems.

ADOPTED AS: **RESOLUTION NO. 22-008**

MOTION: Approve Supplement No. 4 to Work Authorization No. 13 with Kapsch TrafficCom USA Inc. for fiber optic infrastructure related to the 183 South Project.
RESULT: Approved (Unanimous); 6-0
MOTION: Heather Gaddes
SECONDED BY: Jay Blazek Crossley

AYE: Armbrust, Crossley, Gaddes, Jenkins, Meade, Singleton
NAY: None.

8. Discuss and consider approving contracts with Surveying and Mapping, LLC and The Rios Group, Inc. for subsurface utility engineering and utility locating services.

Presentation by Mike Sexton, Acting Director of Engineering.

ADOPTED AS: **RESOLUTION NO. 22-009**

MOTION: Approve contracts with Surveying and Mapping, LLC and The Rios Group, Inc. for subsurface utility engineering and utility locating services.

RESULT: Approved (Unanimous); 6-0

MOTION: David Singleton

SECONDED BY: Heather Gaddes

AYE: Armbrust, Crossley, Gaddes, Jenkins, Meade, Singleton

NAY: None.

9. Discuss and consider approving a contract with Good Works Strategic Advisors for strategic planning services.

Presentation by James Bass, Executive Director.

ADOPTED AS: **RESOLUTION NO. 22-010**

MOTION: Approve a contract with Good Works Strategic Advisors for strategic planning services.

RESULT: Approved (Unanimous); 6-0

MOTION: David Singleton

SECONDED BY: Jay Blazek Crossley

AYE: Armbrust, Crossley, Gaddes, Jenkins, Meade, Singleton

NAY: None.

Briefings and Reports

10. Executive Director Report.

Presentation by James Bass, Executive Director.

A. Agency performance metrics.

- (i) Roadway performance
- (ii) Call Center performance

Tracie Brown, Director of Operations answered questions.

Executive Session

Chairman Jenkins announced in open session at 10:14 a.m. that the Board would recess the meeting and reconvene in Executive Session to deliberate the following items:

- 11.** Discuss the sale, transfer or exchange of one or more parcels or interests in real property owned by the Mobility Authority and related legal issues as authorized by §551.071 (Consultation with Attorney) and §551.072 (Deliberation Regarding Real Property; Closed Meeting).
- 12.** Discuss legal issues related to claims by or against the Mobility Authority; pending or contemplated litigation and any related settlement offers; or other matters as authorized by §551.071 (Consultation with Attorney).
- 13.** Discuss legal issues relating to procurement and financing of Mobility Authority transportation projects, as authorized by §551.071 (Consultation with Attorney).
- 14.** Discuss personnel matters as authorized by §551.074 (Personnel Matters).

After completing the executive session, the Board reconvened in open meeting at 11:55 a.m.

Regular Items

- 15.** Discuss and consider approving a settlement with Kapsch TrafficCom USA, Inc. for liquidated damages related to toll system maintenance key performance indicators.

Chairman Jenkins tabled this item.

After confirming that no member of the public wished to address the Board, Chairman Jenkins declared the meeting adjourned at 11:56 a.m.

- 16.** Adjourn.

MINUTES

Board of Directors Workshop

CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY

Friday, March 4th, 2022, 1:00 p.m.

Saturday, March 5th 8:00 a.m.

This was an in-person meeting. Notice of the meeting was posted March 1, 2022, online on the website of the Mobility Authority and in the Mobility Authority's office lobby at 3300 N. Interstate 35, #300, Austin, Texas 78705-1849. The Board took no action during the Workshop. Items were presented at the Workshop for briefing and discussion only.

I. Opening Remarks from Chairman Jenkins and Executive Director Bass.

After noting that a quorum of the Board was present, Chairman Jenkins called the meeting to order at 1:10 p.m. on March 4, 2022, with the following Board Members present: David Singleton, Heather Gaddes, David Armbrust, Mike Doss and Nikelle Meade. Jay Blazek Crossley joined the Workshop at 1:17 p.m.

II. Public Comment

No comments were offered.

III. Discussion Topics

James Bass, Executive Director, presented the discussion topics. Geoff Petrov, General Counsel; Dee Ann Vickery, Chief of Staff; Jose Hernandez, Chief Financial Officer; Tracie Brown, Director of Operations; Jori Liu, Acting Director of Communications; and Mike Sexton, Acting Director of Engineering, acted as subject matter experts. Matt Kouri, President, Good Works Strategic Advisors, acted as meeting facilitator.

a. CTRMA's Mission

Board Members discussed regional transportation priorities and agency initiatives.

b. Agency Finances

Executive Director Bass and Chief Financial Officer Hernandez, led an in-depth review of the agency's current financial position, future financial forecast, and financial reserve policies.

c. Capital Improvement Plan

Board Members discussed the possible development of a Capital Improvement Plan including exercises to identify potential categories of future capital expenditures.

Chairman Jenkins recessed the meeting at 5:41 p.m. on March 4, 2022. Chairman Jenkins reconvened the meeting at 8:15 a.m. on March 5, 2022, with the following Board Members present: David Singleton, Heather Gaddes, David Armbrust, Mike Doss, Nikelle Meade and Jay Blazek Crossley. After confirming that no members of the public wished to offer comments, Chairman Jenkins resumed the Workshop.

d. CTRMA Operations/Policies

Discussion of Board and staff roles, practices, and procedures.

e. 2022 Strategic Planning Process

The next steps in developing the CTRMA Strategic Plan were discussed including the designation of a Strategic Plan Work Group. The proposed Work Group members are: Chairman Jenkins, Vice Chair Meade, Treasurer Singleton, Executive Director Bass, Chief of Staff Vickery and strategic planning consultant Matt Kouri. The Strategic Plan Work Group will meet periodically over the next few months to continue the strategic planning process.

Chairman Jenkins turned the meeting over to Vice Chair Meade and left the Workshop at 10:02 a.m.

IV. Adjourn Meeting

After confirming there was no public comment, the Vice Chair adjourned the meeting at 10:30a.m.